

**Washington State Environmental Health Association
Board of Directors Meeting
AGENDA**



Date: Tuesday, December 20, 2022
Time: 12:10 pm – 12:50 pm
Location: Microsoft Teams

12:10 pm **Call to Order, Roll Call**

PRESIDENT	Nancy Bernard	X	CENTRAL V-P	James Rivard	X
PRESIDENT ELECT	Susan Shelton	X	OLYMPIC V-P	Jodie Holdcroft	
IMM. PAST PRESIDENT	Tom Kunesh	X	SOUTHWEST V-P	Jeremy Simmons	
SECRETARY	Jen Garcelon	X	EASTERN V-P	Vikki Barthels	X
TREASURER	Jesse Smith	X	NORTHWEST V-P	Ethan Schmidt	X
EXECUTIVE SECRETARY*	Megan McNelly	X	NEHA REP*	Bill Emminger	X

*non-voting positions

12:11 pm Approval of Agenda *N. Bernard* **Action**
*Susan motions to approve agenda, Vikki seconds.
 All approved.*

2024 AEC *M. McNelly* **Info**
 Jen sent out info to EHDs. Susan reached out to Benton-Franklin and they are interested. Tri-Cities, Yakima, or Wenatchee are good options. We need a convention center to host. It will be the first few weekends of May. Conference Direct can do the reach out for us at no charge. Tom will contact Conference Direct to start discussion. James provided information on Kittitas County Fair, [Kittitas Valley Event Center](#). Looking for a conference co-chair for the east side year. We should have a space decided by May 2023 AEC. Megan get in contact with Conference Direct with some specific locations in mind.

2023 AEC Registration/Budget *N. Bernard* **Action**
 Registration projection is ~\$500 based on cost of the venue. Costs are ~30K higher compared to 2020. Reserves now are between checking account and investments \$190K. This past year, investments lost

~\$40K in stock market, but it's now plateaued and slowly going back up. Let's have a rough budget for January's meeting.

Discussion on price setting for registration. Will there be a discount for speakers? DOH speakers have their registration covered by the agency, so there is not a need for discount. What about Ecology speakers?

Executive Secretary Contract

N. Bernard

Action

The draft contract for Megan McNelly's contract has been sent out to the Board.
Tom moves to approve, Jeremy seconds.
All approved.

Budget Update/Treasurer's Report

J. Smith

Info

Currently \$6,500 in bank, \$186K in investment accounts, up \$10k after being down \$50K this year. Jesse will be doing tax stuff soon. Megan's W2 form. Now that we're meeting monthly, he'll do a quick update during the monthly meetings, then send out investment documents quarterly.

12:49 pm

Adjourn

N. Bernard

Action

Tom mentioned the need to update policy and procedure manual to reflect electronic voting. Susan and Megan are doing some research on it for January's meeting.

Tom motions to adjourn, Ethan seconds.
All approved.